

**APPLICATION FOR RENEWAL  
HOME OCCUPATION BUSINESS LICENSE**

**CITY OF BOUNTIFUL**

790 South 100 East  
Bountiful, UT 84010  
Phone: 298-6190

**For Office Use Only**

Date rec'd \_\_\_\_\_ Receipt# \_\_\_\_\_

Approved by \_\_\_\_\_

Calendar Year \_\_\_\_\_ License # \_\_\_\_\_

**Please Complete All Items - Incomplete Forms Will Be Returned Without Being Processed.**

1. **APPLICANT'S NAME:** \_\_\_\_\_

2. **NAME OF BUSINESS** \_\_\_\_\_

**Type of Business (Be Specific)** \_\_\_\_\_

3. **Utah State Sales Tax #** \_\_\_\_\_ **Federal Tax #** \_\_\_\_\_

**State License #** \_\_\_\_\_

4. **Bountiful Business Address** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_

**Mailing Address (if different than Business Address)** \_\_\_\_\_ **Cell No.** \_\_\_\_\_

**City & State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**5. License fees:** (Make sure check is payable to "City of Bountiful")

A. Base Fee: \_\_\_\_\_ \$ 50.00

B. If gross sales for goods and/or services for preceding year less than \$20,000.00, deduct \$25.00 \_\_\_\_\_ (\$ \_\_\_\_\_)

C. If business consists of rentals, either commercial and/or residential, add \$3.00 for each rental unit *exceeding* three (3): \_\_\_\_\_ total units less three equals \_\_\_\_\_ units times \$3.00 = \_\_\_\_\_ \$

D. Sub-Total (not to exceed \$500.00): \_\_\_\_\_ \$

E. Penalty: Add 50% of line D if paid after February 14 \_\_\_\_\_ \$

Add 100% of line D if paid after March 31 \_\_\_\_\_ \$

F. Total Due \_\_\_\_\_ \$

**6. AS PER SECTION 14-17-105 OF THE BOUNTIFUL CITY LAND USE ORDINANCE:**

**A. The Home Occupation:**

- (1) shall be clearly incidental and secondary to the use of the dwelling purposes and does not change the appearance, character or condition thereof. There will be no displays, advertisements, stock in trade, or signs related to the business except a 4 foot flat or wall sign, placed on the dwelling, or any sign required by State law.
- (2) shall be conducted entirely within a dwelling and carried on by persons who are residents of the dwelling unit. No person shall be employed as part of the home occupation except members of the family related by blood, marriage, or adoption, and who are residing in the dwelling at the time of such employment. One additional person may be employed as a secretary, computer operator, apprentice, or helper where there are no more than five family members actively engaged in the home occupation.
- (3) shall not involve more than one room in the dwelling and cannot exceed twenty percent (20%) of the ground floor area.
- (4) shall not involve the attached garage or carport section of the dwelling nor any accessory building or yard space or activity outside of the main building.

- (5) shall not involve the sale of commodities on the premises. Commodities may be produced on the premises and sold through other business outlets not on the premises.
- (6) shall not create noise, dust, odors, noxious fumes, glare or other nuisances, including interruption of radio and/or television reception, which are discernable beyond the premises.
- (7) shall not create a hazard by using or storing flammable material or explosives or other dangerous materials.
- (8) does not involve the use of mechanical or electrical apparatus, equipment or tools not commonly associated with a residential use or as are customary to home crafts.
- (9) shall not generate traffic in greater volumes than would normally be expected in a residential neighborhood or involve the use of commercial vehicles other than standard delivery vehicles for delivery of materials to or from the premises.
- (10) shall not involve the use or parking of equipment or motor vehicles having a gross weight of twelve thousand (12,000) pounds or more directly at the residence.
- (11) shall be in complete compliance with all fire, building, plumbing, electrical and life safety and health codes of the State of Utah, Davis County, and the City of Bountiful.
- (12) The residence may be inspected from time to time to determine continued compliance with the provisions of this Ordinance and other applicable codes.

7. The City Council, after a hearing, may revoke any Home Occupation License for failure to comply with the above stated and agreed to conditions.

8. I CERTIFY THAT THE INFORMATION HEREIN IS TRUE AND CORRECT AND THAT I WILL ABIDE BY ALL OF THE CONDITIONS LISTED.

SIGNATURE OF APPLICANT \_\_\_\_\_ Date \_\_\_\_\_

**All licenses expire December 31<sup>st</sup> of the year issued**

**IF THE NATURE, LOCATION, NAME OR OWNERSHIP OF YOUR BUSINESS HAS CHANGED IN THE PAST YEAR, PLEASE COMPLETE THE FOLLOWING:**

**Previous Name** \_\_\_\_\_

**Previous Location** \_\_\_\_\_ **Nature of business** \_\_\_\_\_

\_\_\_\_\_